

Defense Standardization Program Office (DSPO)



ASSIST Overview and Demonstration

Presented to: DMSMS and Standardization Conference August 29, 2011 Joseph A. Delorie Program Analyst Defense Standardization Program Office

maintaining the data needed, and c including suggestions for reducing	election of information is estimated to completing and reviewing the collection this burden, to Washington Headquuld be aware that notwithstanding aro OMB control number.	ion of information. Send comments a arters Services, Directorate for Infor	regarding this burden estimate mation Operations and Reports	or any other aspect of th , 1215 Jefferson Davis l	is collection of information, Highway, Suite 1204, Arlington	
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Report Documentation Page

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Briefing Outline



- Promote DSP website (http://dsp.dla.mil)
- ASSIST suite of search sites (basic functionality)
- ASSIST Online & CAC (special features)
- Demonstrate changes to Document Details
 - Additional and repositioned metadata
 - Toggle between searches
 - Filter by Document Type
 - Special layout and labels for NATO
- Document Coordination enhancements



Defense Standardization Program (DSP) Web Portal



- Key DSP policy and procedural documents
- SD guidance documents, case studies, DSP Journals
- DSPO program responsibilities
 - Parts Management
 - Qualification
 - Diminishing Manufacturing Sources & Material Shortages (DMSMS)
 - Government-Industry Data Exchange Program (GIDEP)
 - Item Reduction
- Joint Standardization Boards (JSBs)
- Links to related DOD, federal agency, and Non-Government Standards (NGS) organizations' websites
- Information on international standardization agreements
- Answers to the most frequently asked questions about the DSP
- DSP Achievement Awards
- Conferences and training opportunities



Key DSP Policy Documents

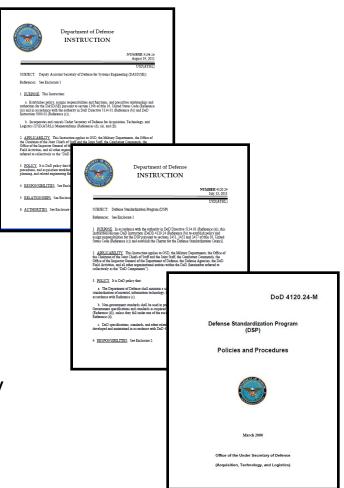


DoD Instruction 5134.16

Deputy Assistant Secretary of Defense for Systems Engineering (DASD(SE)) (August 19, 2011)

 DoD Instruction 4120.24
 Defense Standardization Program (DSP) (July 13, 2011)

 DoD Manual 4120.24-M
 Defense Standardization Program Policy and Procedures (March 2000)





DMSMS & Standardization 2011 Conference August 29-September 1, 2011

Site managed by the Defense Standardization Program Office.

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ASSIST Websites





A suite of applications and websites that share a common, consolidated index but have unique features.

> ASSIST has replaced the DoD Index of Specifications and Standards (DoDISS)

COMPUTER SYSTEM AND SOFTWARE IS PROHIBITED BY PUBLIC LAW 99-474 (THE COMPUTER



ASSIST: Description



- Official source for defense and federal standards and specifications, military handbooks, commercial item descriptions, data item descriptions, MS drawings, and other technical documents used to support federal acquisitions.
- Primary management information system used by Standardization Management Activities (SMAs) to prepare, coordinate, publish, and manage the above documents.



Mgt Info System



- ASSIST-CAC is primary tool to carry out SMA roles & responsibilities established in 4120.24-M, DSP Policy and Procedures
- DoD 4120.24-M includes roles for:
 - Lead Standardization Activity (LSA)
 - Preparing Activity (PA)
 - Custodian
 - Standardization Document Review



ASSIST Websites



- ASSIST Suite of websites
 - ASSIST Quick Search
 - ASSIST docs
 - ASSIST Online (registration required)
 - ASSIST CAC (CAC-only access)
 - Shopping Wizard (registration required)
- Other related websites
 - Continuity of operations (COOP)
 - Staging server (i.e., test server)



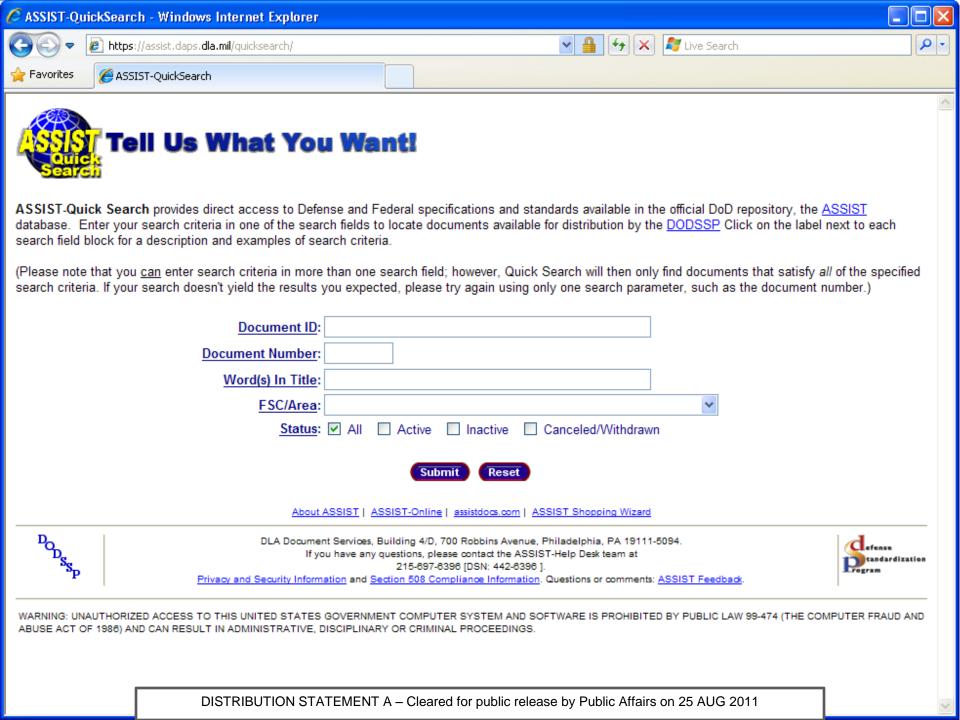
Quick Search



- URL: https://assist.daps.dla.mil/quicksearch
 - Search by 1 or more of 4 parameters: Document ID, Document Number, Word(s) in Title, and FSC/Area (i.e., Standardization Area)
 - Filter (i.e., limit) search results by Status:

- Active

- Doc Details pages link to Qualified Product List (QPL) data in Qualified Product Database
- Access/Download Distribution A document only (no NATO)





About ASSIST | ASSIST-Online | assistdocs.com | ASSIST Shopping Wizard



Document Automation and Production Service, Building 4/D, 700 Robbins Avenue, Philadelphia, PA 19111-5094.

If you have any questions, please contact the ASSIST-Help Desk team:

Account/Password Issues: 215-897-8398 (DSN: 442-8398)



Account/Password Issues: 215-697-6396 [DSN: 442-6396].

Privacy and Security Information and Section 508 Compliance Information. Questions or comments: ASSIST Feedback.

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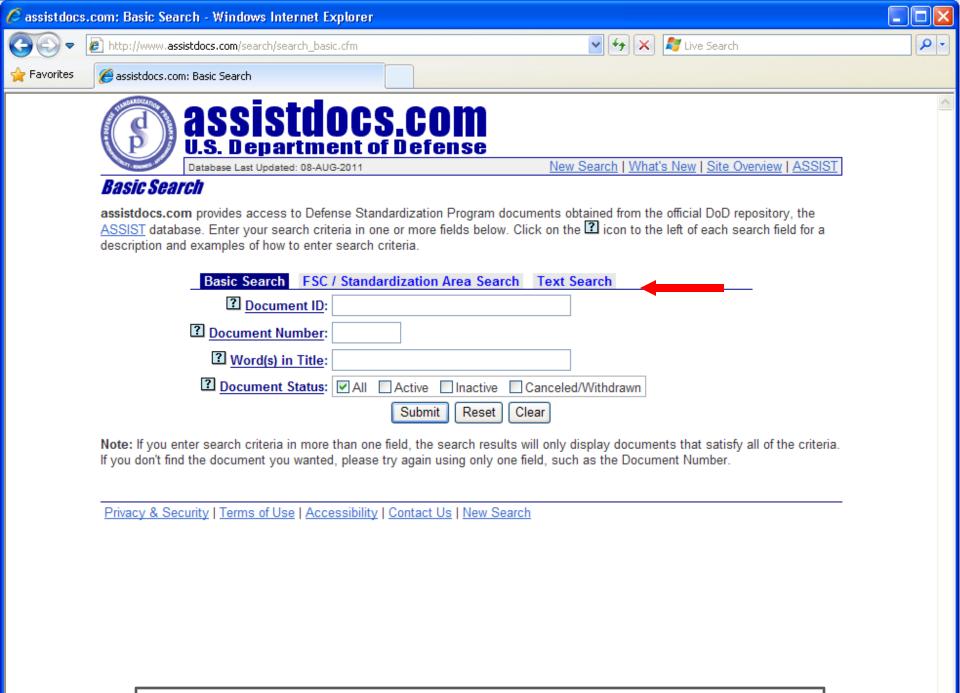


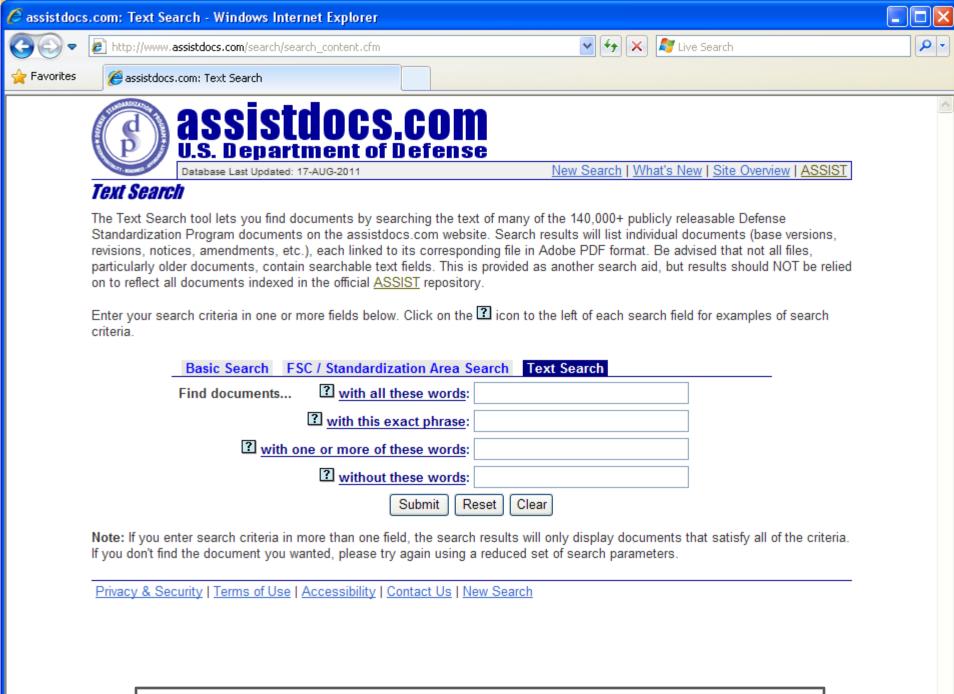


ASSISTdocs.com



- URL: http://assistdocs.com
 - Basic Search same options as Quick Search but [FSC/Standardization Area Search] accessed on separate Tab
 - Filter search results by Status:
 - Doc Details pages link to QPL data in Qualified Product Database (QPD)
 - Access/Download Distribution A (no NATO)
 - [Text Search] tab allows full text searches
 - Accessible 24/7, even other sites are offline



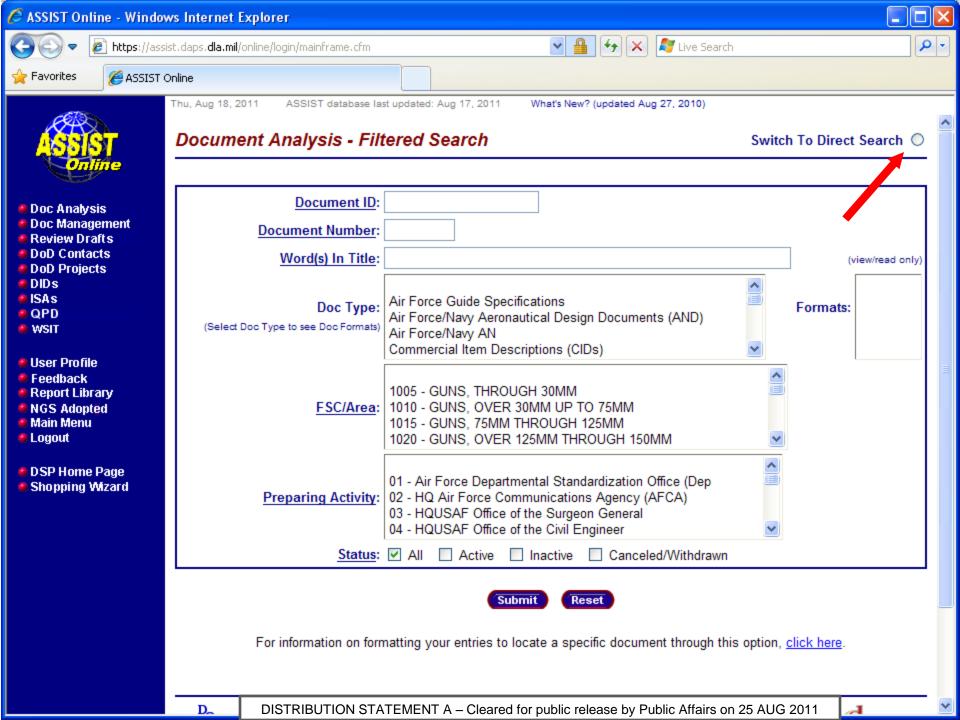


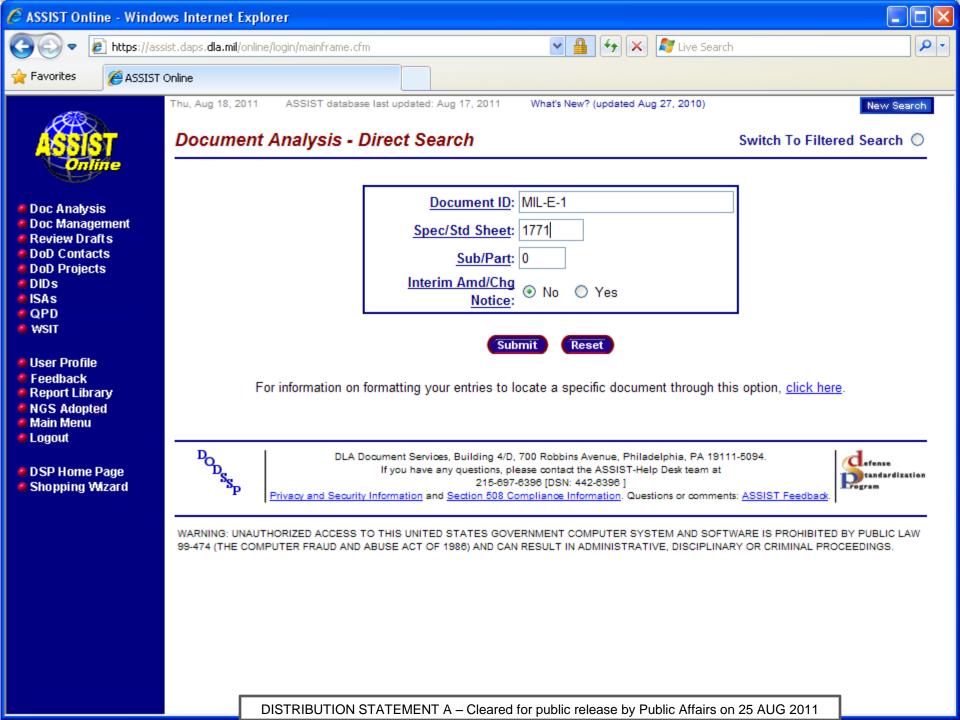


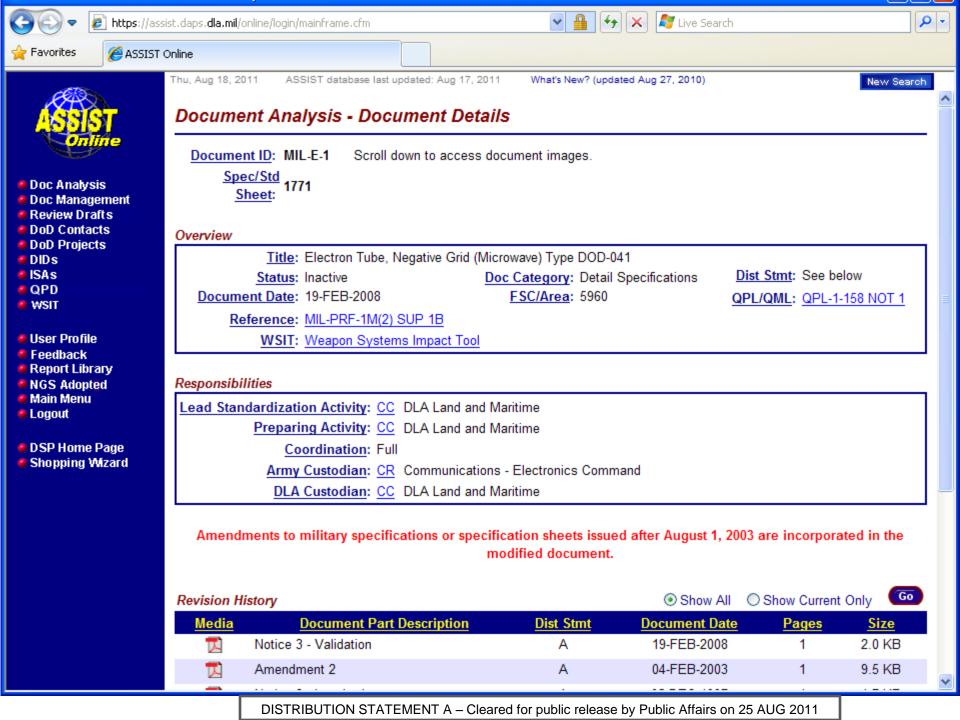
ASSIST-Online



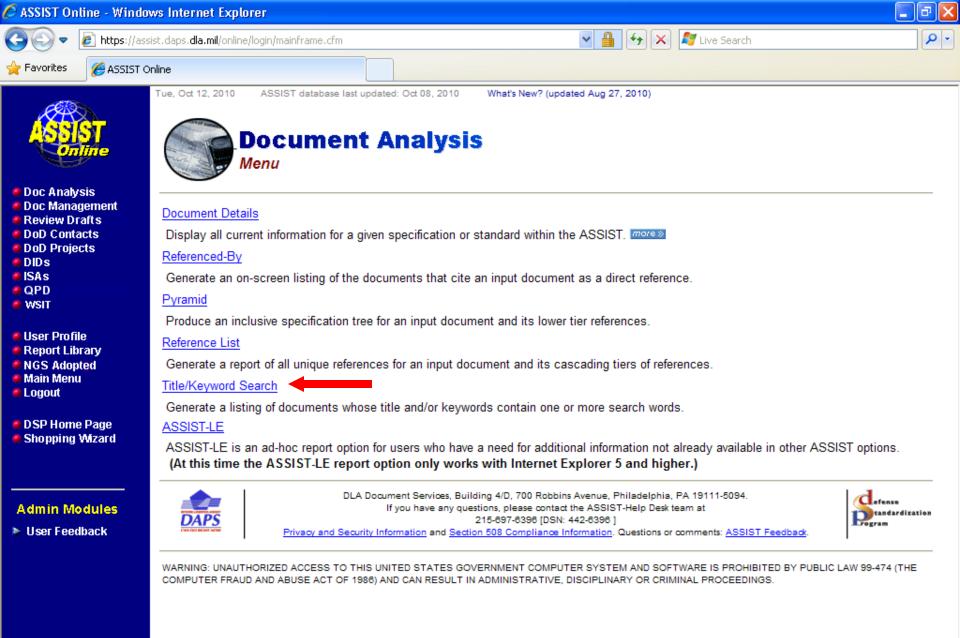
- URL: https://assist.daps.dla.mil
 - Filtered Search has Quick Search options, plus search (or filter) by Preparing Activity & Doc Type
 - Direct Search useful to find a specific slash sheet
 - Title/Keyword search also an option
 - Doc Details pages link to QPL data in QPD and to Weapons Systems Impact Tool (WSIT)
 - Access/Download Distribution A documents, to include some NATO documents that do not require controlled distribution











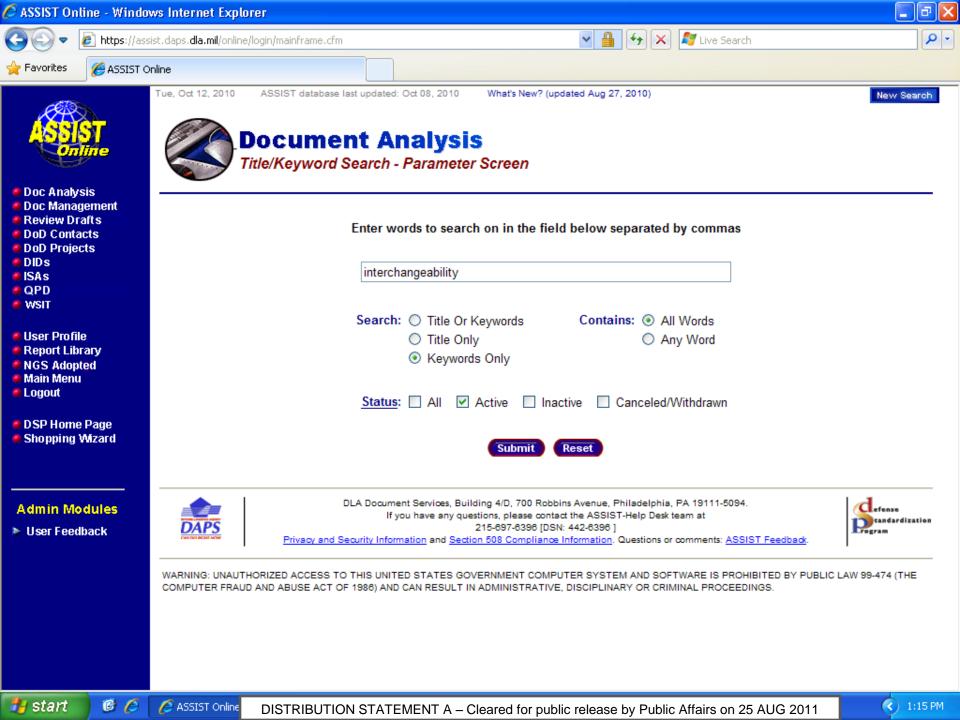




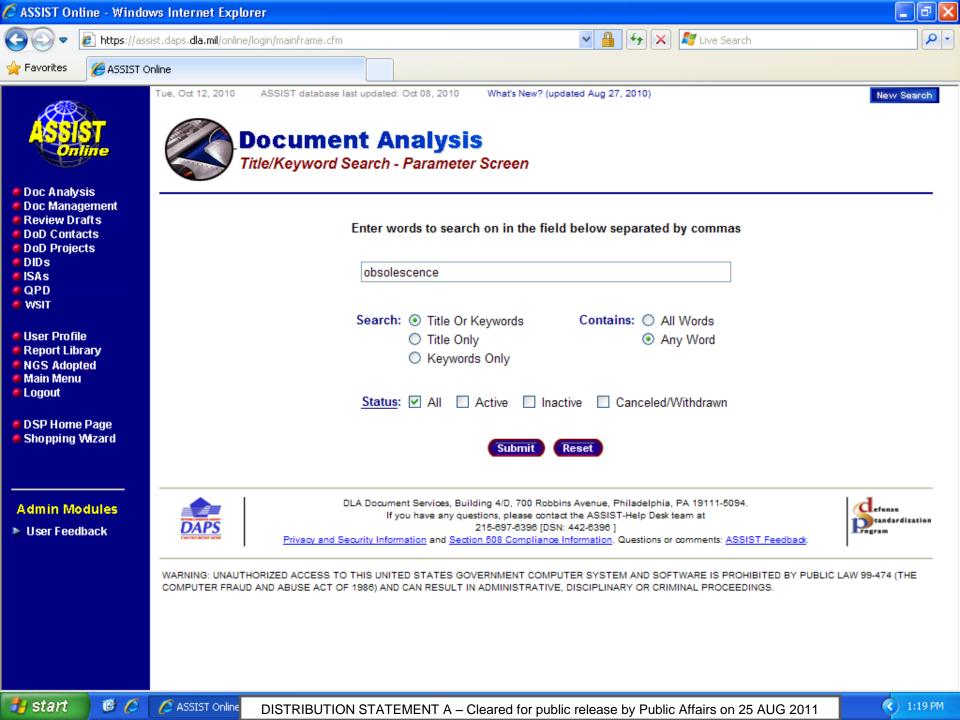
















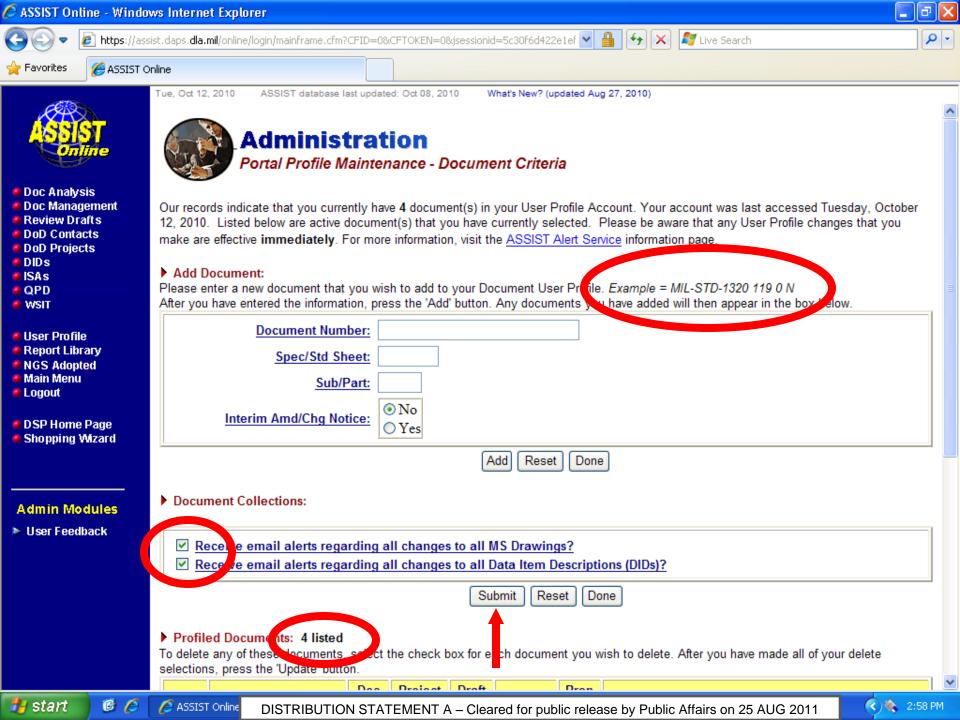
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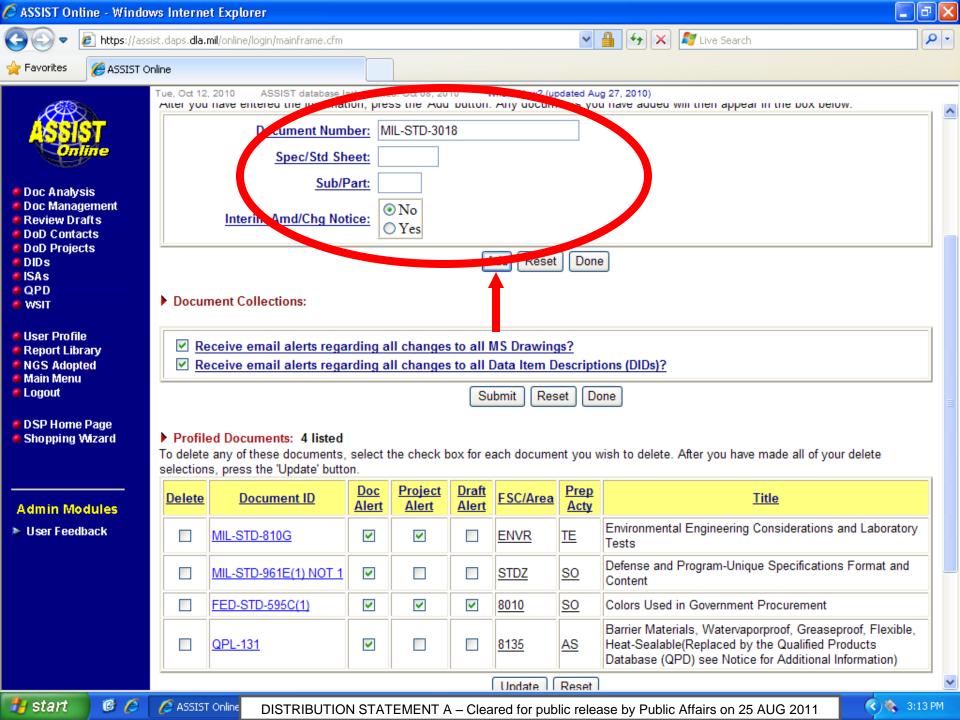


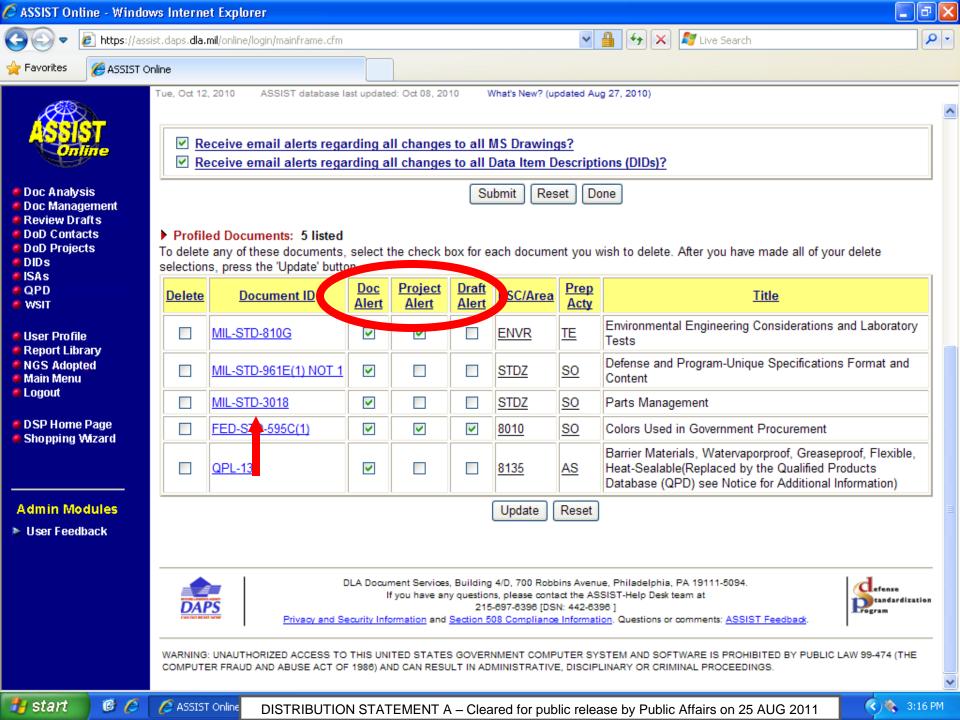
Additional features include:

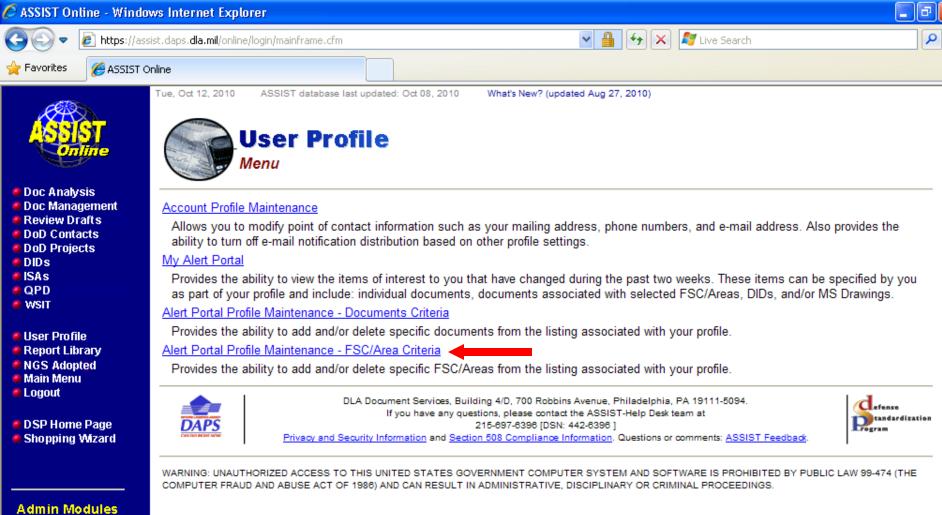
- Document Management module (various statistical and management reports)
- Contact info for DSP responsibilities
 (includes organization, name, phone, email address)
- Dedicated DID search module
- Comment on drafts (for General Review)
- Track changes to documents of interest with ASSIST Alert Portal





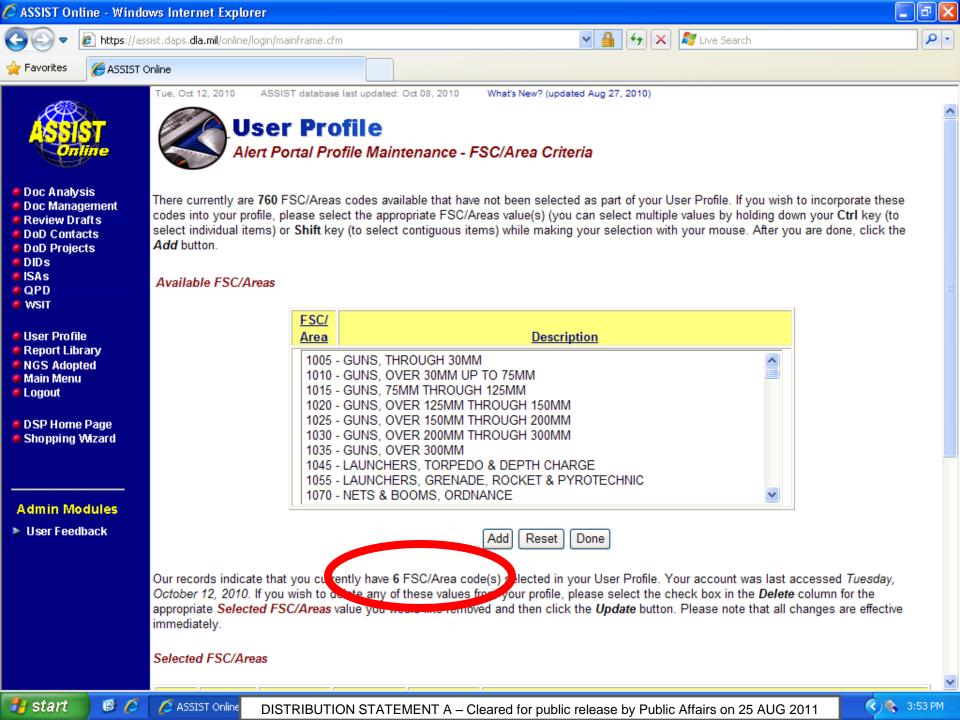


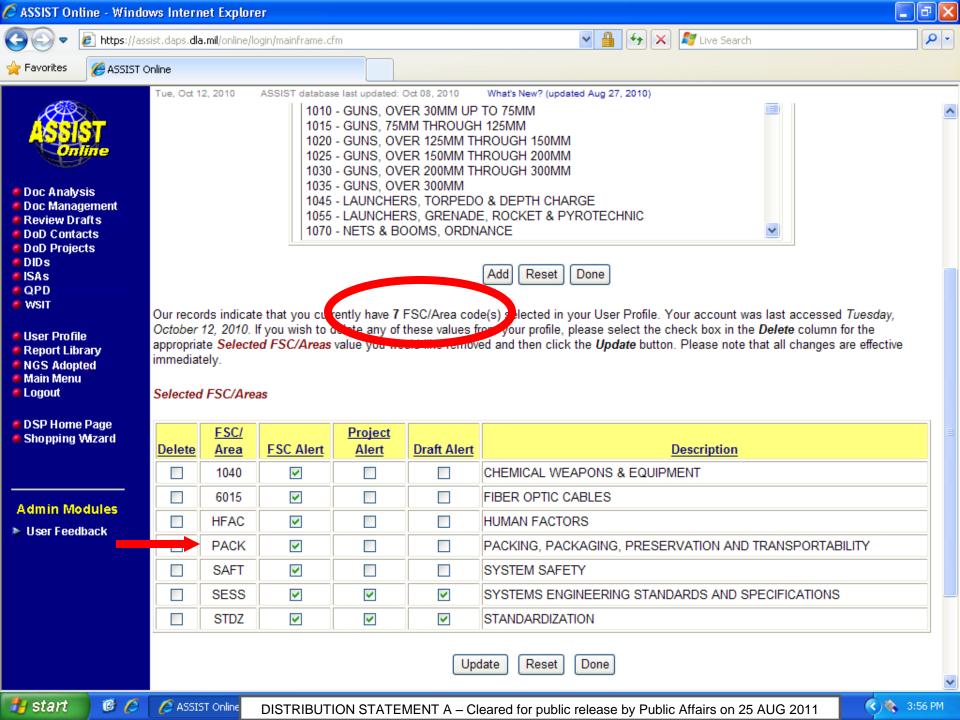




User Feedback



















- Doc Analysis
- Doc Management
- Review Drafts
- DoD Contacts DoD Projects
- DIDs SAS!
- QPD
- WSIT
- User Profile
- Report Library
- NGS Adopted
- Main Menu
- Logout
- DSP Home Page
- Shopping Wizard

Admin Modules

User Feedback

Tue, Oct 12, 2010 ASSIST database last updated: Oct 08, 2010

What's New? (updated Aug 27, 2010)



Account Profile Maintenance

Allows you to modify point of contact information such as your mailing address, phone numbers, and e-mail address. Also provides the ability to turn off e-mail notification distribution based on other profile settings.

My Alert Portal

Provides the ability to view the items of interest to you that have changed during the past two weeks. These items can be specified by you as part of your profile and include: individual documents, documents associated with selected FSC/Areas, DIDs, and/or MS Drawings.

Alert Portal Profile Maintenance - Documents Criteria

Provides the ability to add and/or delete specific documents from the listing associated with your profile.

Alert Portal Profile Maintenance - FSC/Area Criteria

Provides the ability to add and/or delete specific FSC/Areas from the listing associated with your profile.



DLA Document Services, Building 4/D, 700 Robbins Avenue, Philadelphia, PA 19111-5094. If you have any questions, please contact the ASSIST-Help Desk team at

215-697-6396 [DSN: 442-6396]

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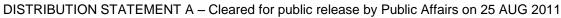


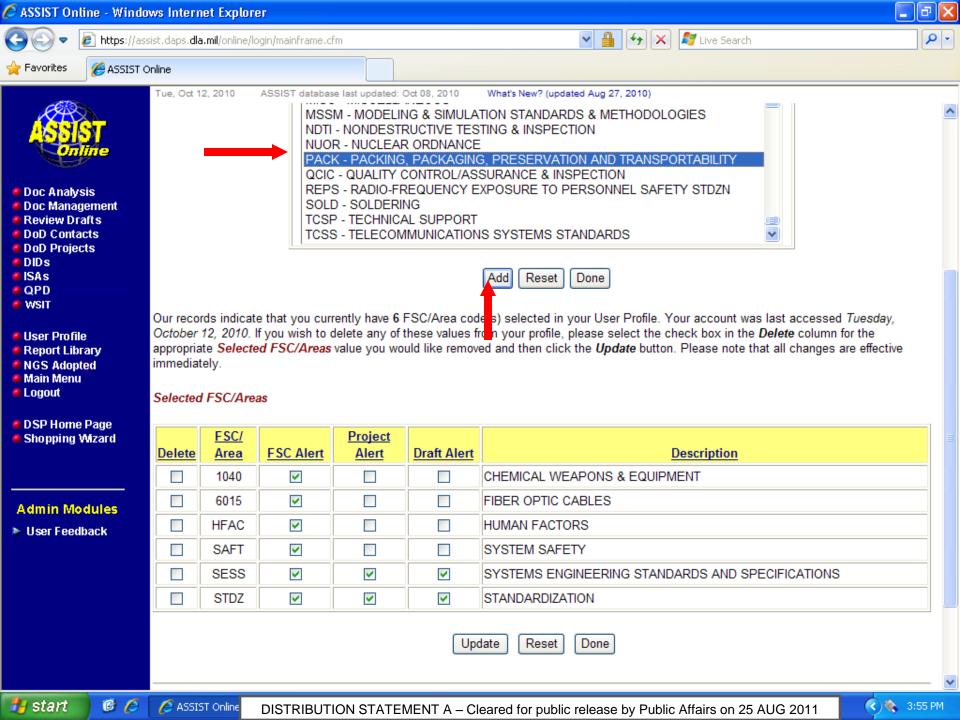


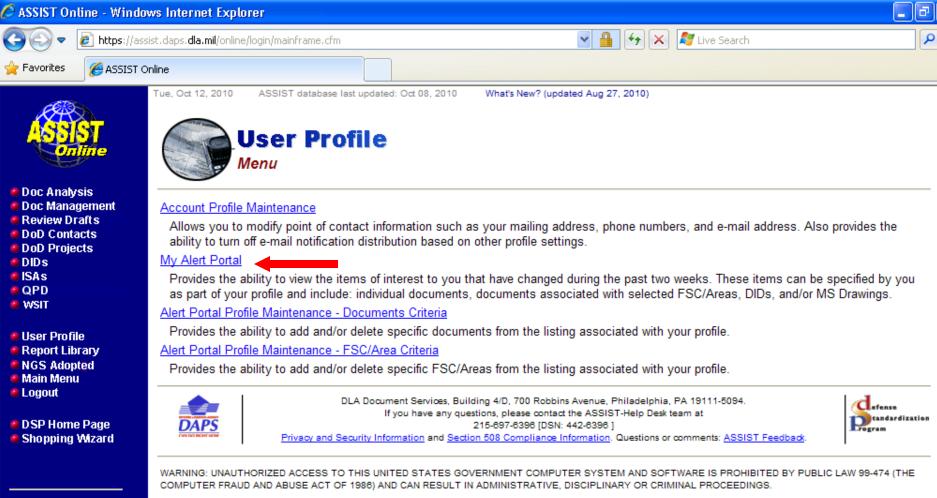












Admin Modules

User Feedback

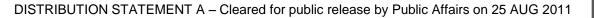








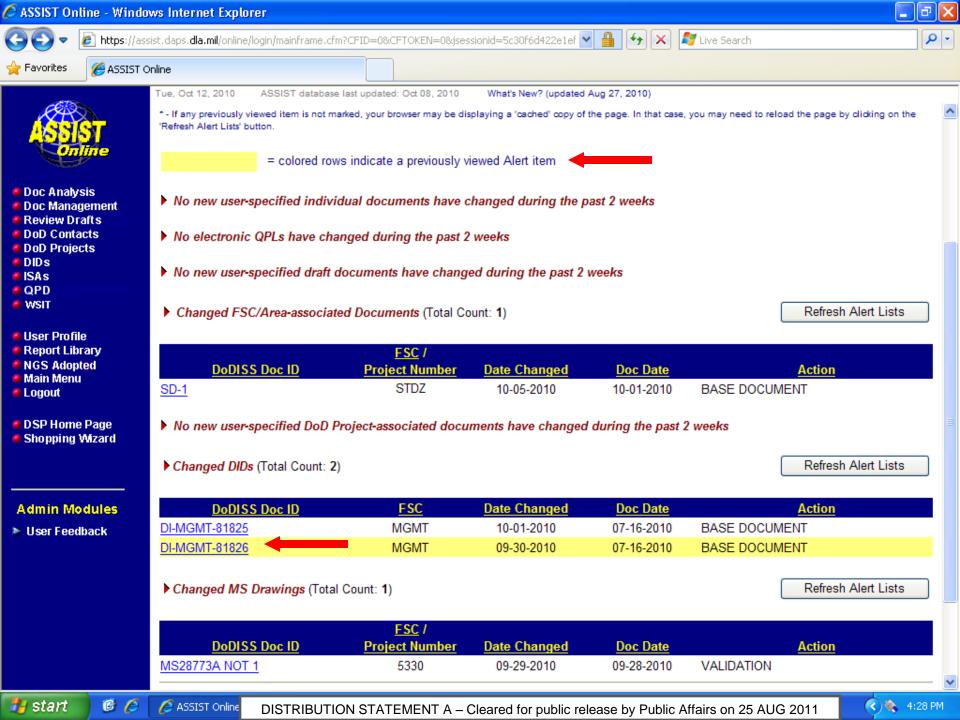












Dear J Delorie.

Attention! The ASSIST Alert Service has identified one or more documents of interest that are either new or have been changed within the ASSIST. Issued on a daily basis, this alert corresponds to search criteria specified for the ASSIST account: COM290109.

Use the <u>ASSIST Alert Portal</u> or use the *My Alert Portal* option within <u>ASSIST-Online</u> to browse all documents identified as new or changed in the past two weeks.

Individual Documents:

[None]

Electronic QPLs:

[None]

FSC/Areas:

[None]

Draft Documents:

[None]

MS Drawings:

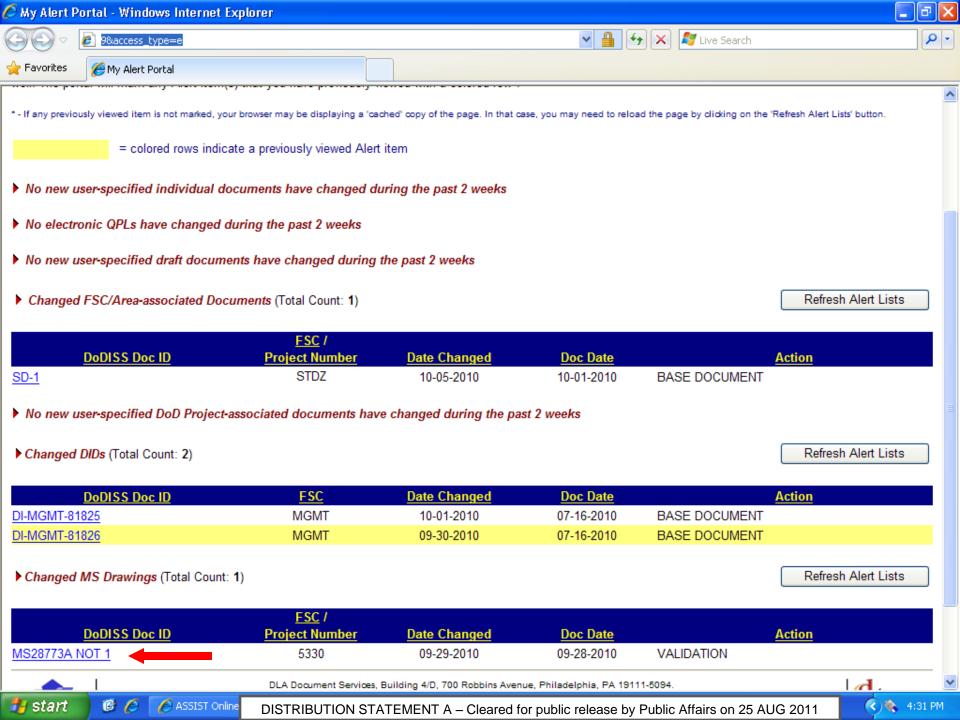
MS28773A NOT 1

DoD Projects:

[None]

DIDs:

[None]





ASSIST-CAC

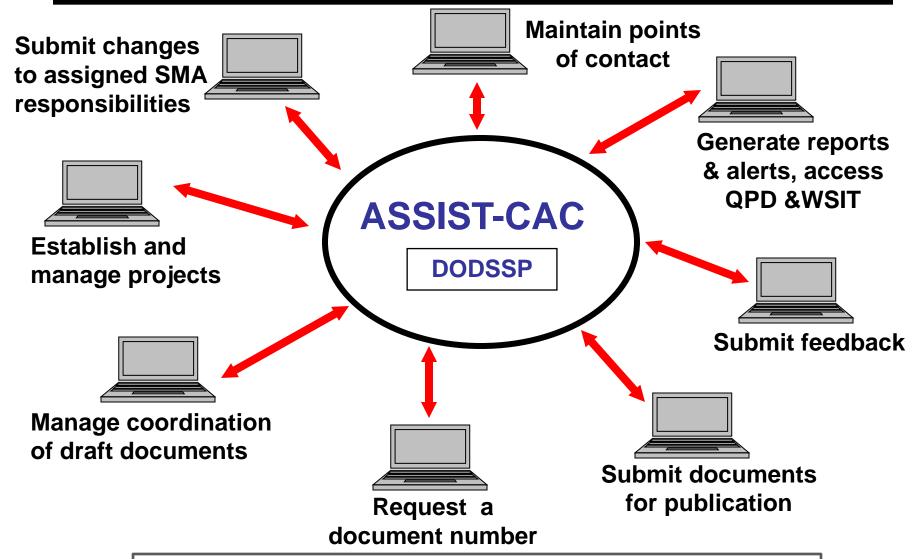


- URL: https://assistca.daps.dla.mil
- All of ASSIST-Online functions, plus:
 - Access to Administrative Modules
 - DoD Contacts (SD-1 maintenance)
 - Request, manage, and approve projects
 - Manage a doc coordination/request new doc number
 - Submit a document
 - Submit a change in responsibility (PA/Custodian/SDR)
 - Manage Feedback
 - Access to other than Dist. A for qualifying users



Mgt Info System







Submit Changes



- SMA may make certain changes in roles
 - Reassign PA responsibility
 - Register/Remove Document Review interest
 - Reassign Custodian responsibility within a Military Department or Defense Agency
- SMA may also request other changes, such as a change in LSA responsibility for a Federal Supply Class (FSC) or Standardization Area



Points of Contact



- SMA may directly manage contact information for personnel with LSA, PA, and Item Reduction responsibilities
- ASSIST Project Manager available to help SMA personnel with infrequent changes



Manage Projects



- PA uses ASSIST to request LSA approval of a project to develop, revise, or modify the status of a technical document
- LSA uses ASSIST to approve a project request or to reject it with comments
- PA uses ASSIST to manage project status
- ASSIST automatically follows up on delinquent projects



Manage Drafts



- PA may restrict coordination to SMAs with review interest & other invitees
 - ASSIST automatically builds list of SMAs with specific role or review interest
 - PA can tailor distribution list to invite others to comment, and may use distribution lists from prior coordination efforts to build new list
- PA can upload draft, supplemental files, extend the date, adjudicate comments & even reopen a closed coordination effort



Manage Drafts



Enhancements to Doc Coordination include:

- Import a tab-delimited file exported from a Microsoft Outlook distribution list
- Share distribution lists within a PA
- Modify uploaded files prior to sending out initial notification message
- Synch temp (invitee) password with account and return to coordination effort via CAC
- Ability to upload consolidated comment file









Figure 1



Admin Modules

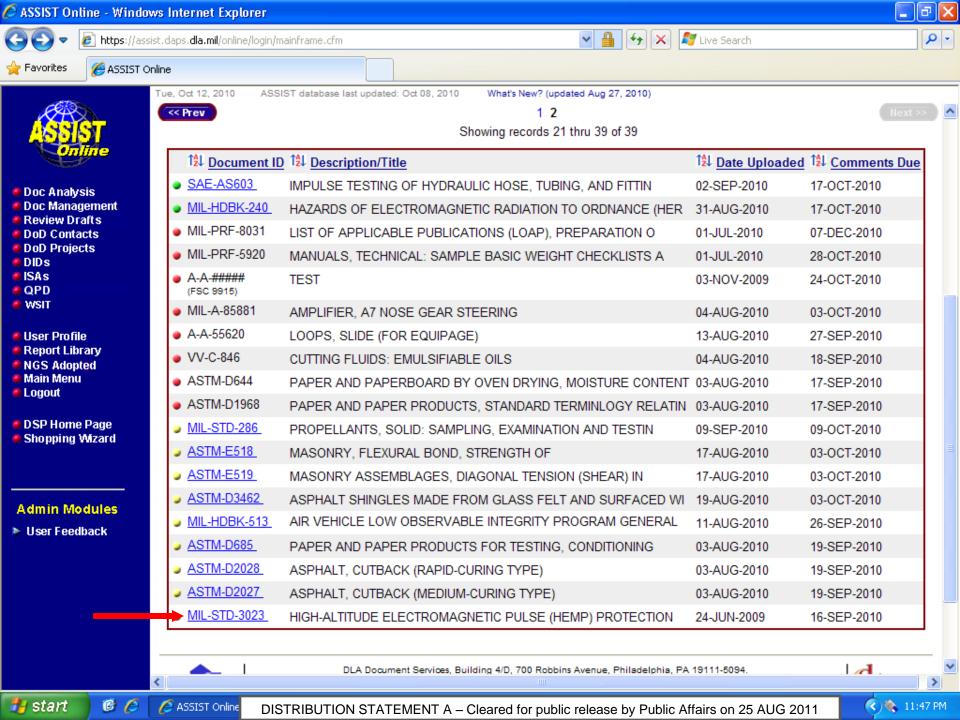
User Feedback

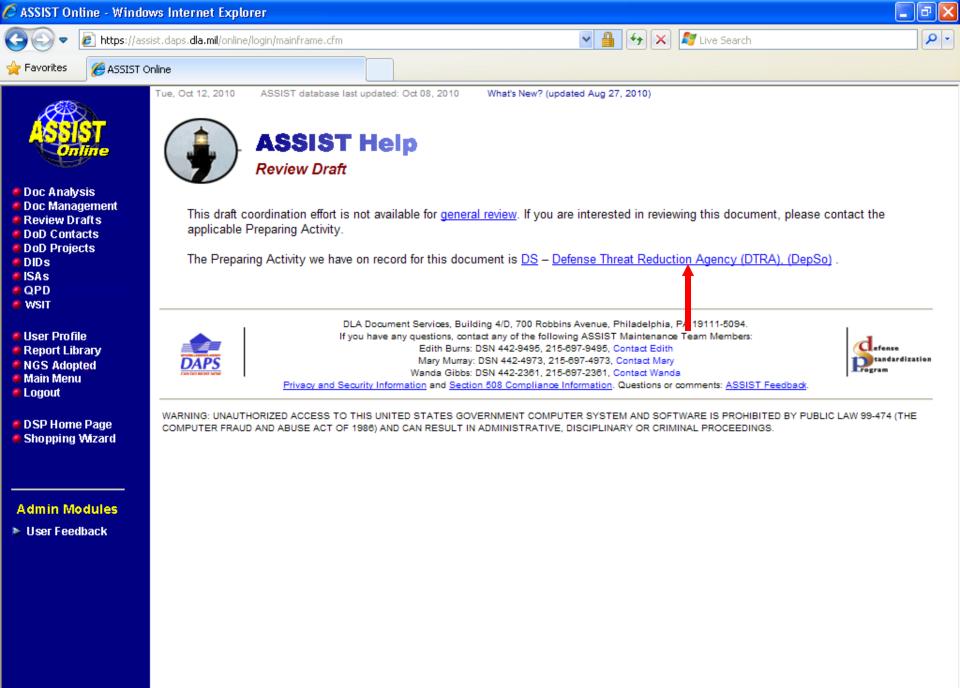










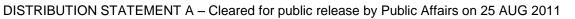


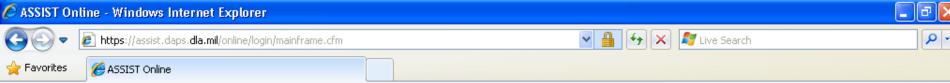














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Admin Modules

User Feedback



ASSIST database last updated: Oct 08, 2010

Standardization Management Activity: DS

Other Point(s) of Contact

Tue, Oct 12, 2010

POC	Address
Stella Romero	Defense Threat Reduction Agency, Attn: OP-NSLC
Michael R. Rooney	Headquarters, Defense Threat Reduction Agency, Attn: TDNA/Rooney
Michael Reddic	Defense Threat Reduction Agency, Attn: OP-NSLJ
<u>Laval Mallard</u>	Defense Threat Reduction Agency, Attn: BE-BA

What's New? (updated Aug 27, 2010)

Report



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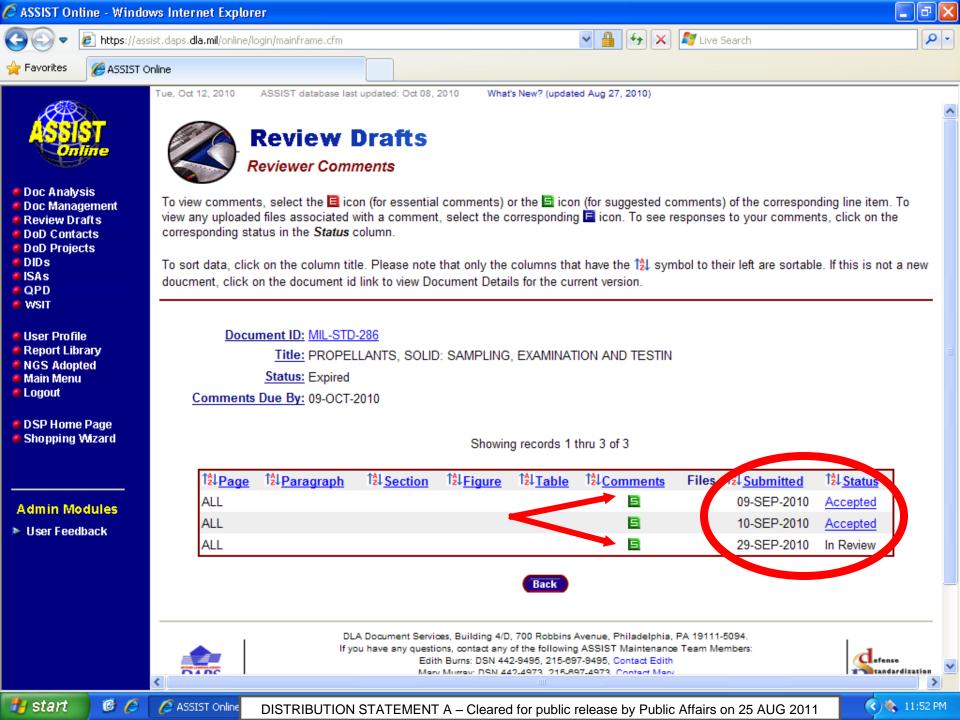
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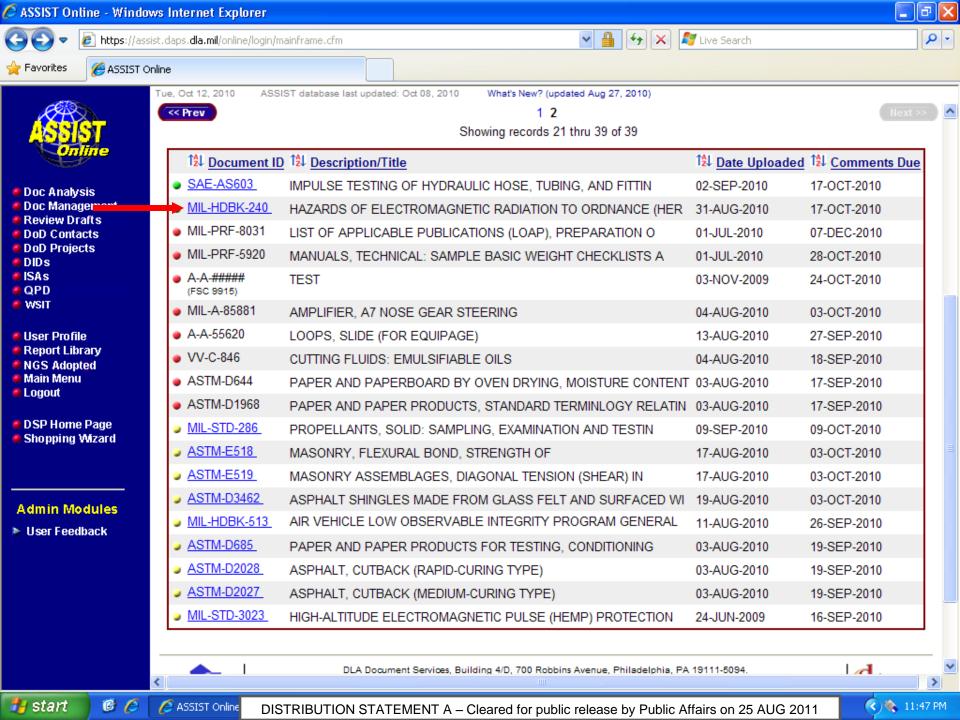




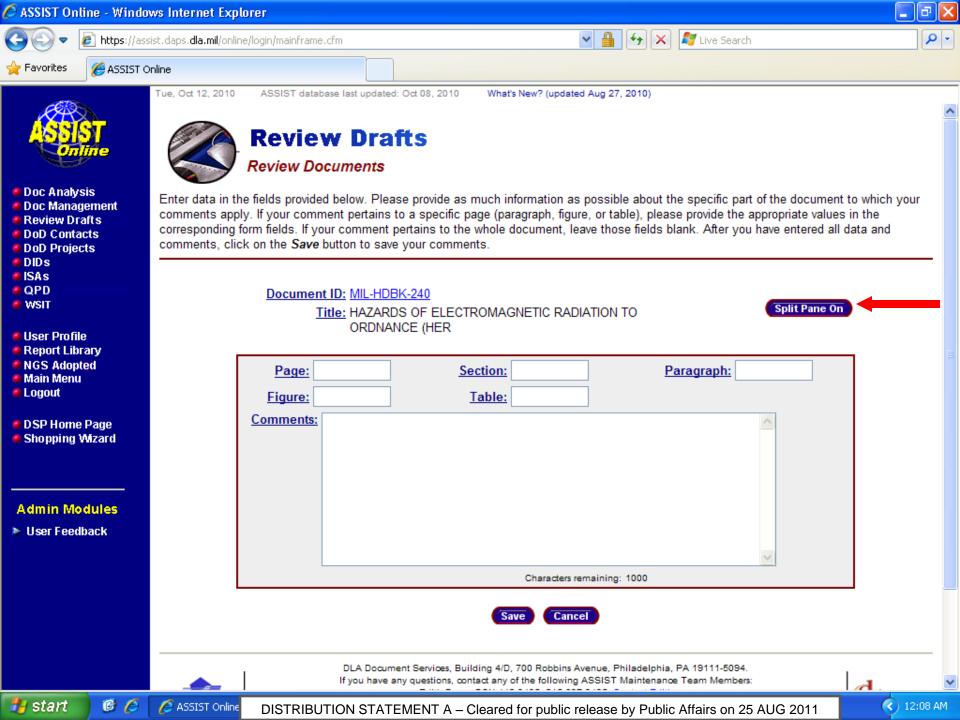


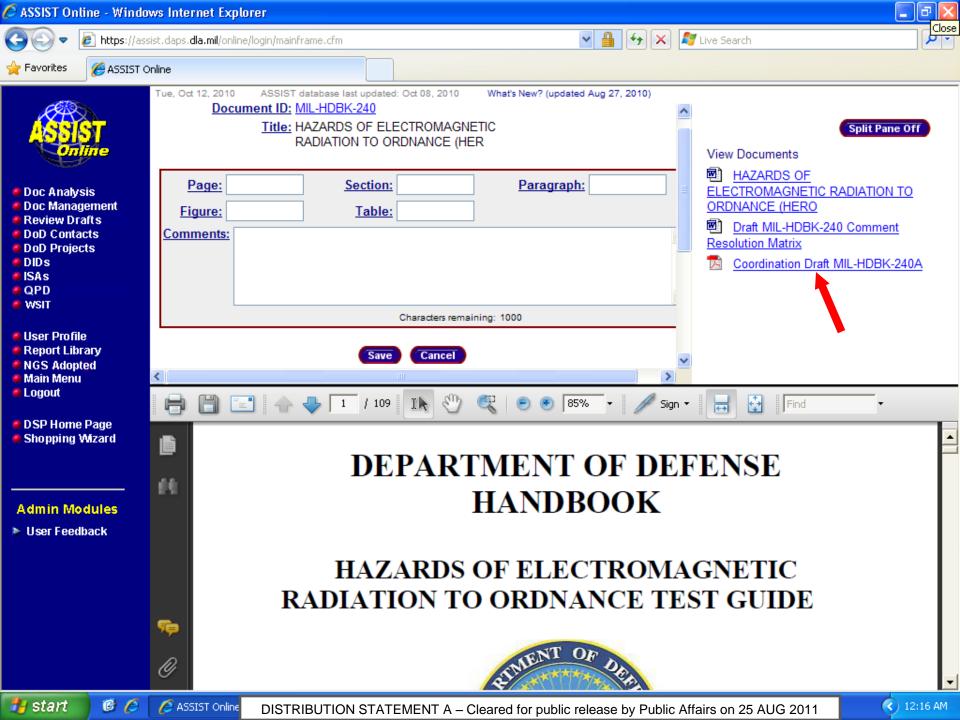


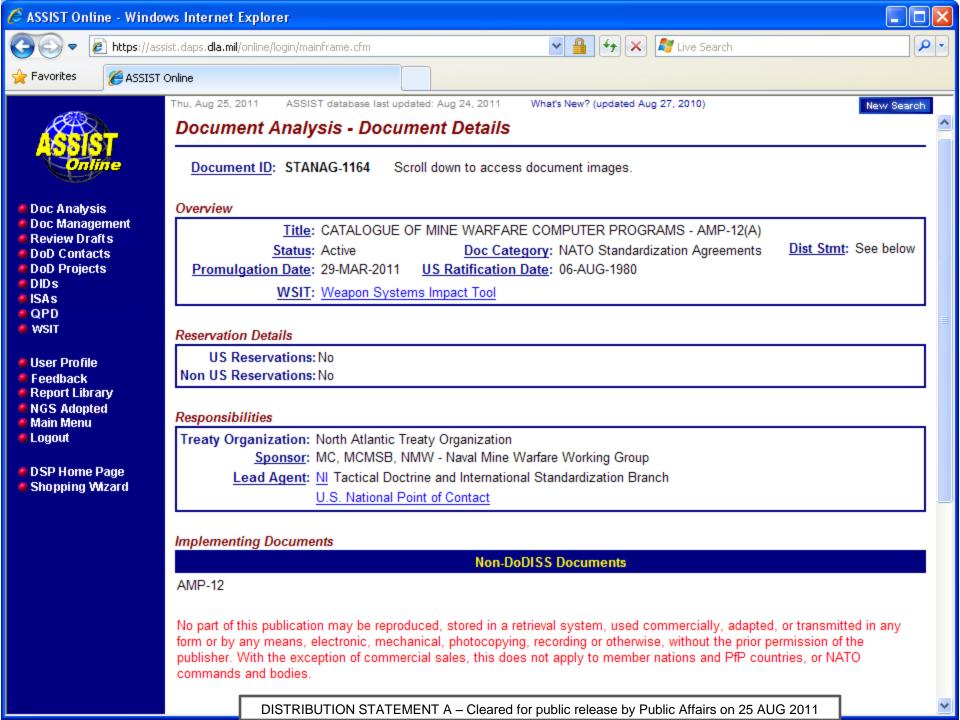














Document Coordination



- Use will become mandatory for coordination efforts for projects approved after 3 Oct 2011
- Improvements to distribution list management:
 - Ability to import a distribution list from Outlook
 - Ability to share past lists with others at same Preparing Activity
 - Validation of email addresses associated with ASSIST accounts
 - Custodians may upload file with consolidated comments

